

## Exhibit 300: Capital Asset Summary

### Part I: Summary Information And Justification (All Capital Assets)

#### Section A: Overview & Summary Information

**Date Investment First Submitted:** 2009-06-30  
**Date of Last Change to Activities:** 2012-08-11  
**Investment Auto Submission Date:** 2012-02-22  
**Date of Last Investment Detail Update:** 2012-02-22  
**Date of Last Exhibit 300A Update:** 2012-07-12  
**Date of Last Revision:** 2012-08-11

**Agency:** 012 - Department of Labor      **Bureau:** 11 - Employee Benefits Security Administration

**Investment Part Code:** 01

**Investment Category:** 00 - Agency Investments

**1. Name of this Investment:** EBSA - EFAST2

**2. Unique Investment Identifier (Ull):** 012-000001025

#### Section B: Investment Detail

- 1. Provide a brief summary of the investment, including a brief description of the related benefit to the mission delivery and management support areas, and the primary beneficiary(ies) of the investment. Include an explanation of any dependencies between this investment and other investments.**

EFAST2 is a web-based system supporting mandated electronic filing of Form 5500 series returns/reports. EFAST2 was implemented on 12/30/2009 replacing the legacy, paper-based EFAST production system. EFAST2 supports the Secretary of Labor's "DOL Strategic Goal 4: "Secure health benefits and, for those not working, provide income security," and EBSA's Outcome Goal to: "Improve health benefits and retirement security for all workers." The Employee Retirement Income Security Act of 1974 (ERISA) and provisions of the Internal Revenue Code require certain employee benefit plans (e.g., pension plans, health plans) to submit information on their size, funding, operations, and other characteristics annually to the Federal government on Form 5500 Series annual returns / reports. The ERISA Filing Acceptance System 2 (EFAST2) is a "collaborative initiative" among three agencies (The Department of Labor (DOL) Employee Benefit Security Administration (EBSA), the Internal Revenue Service (IRS), and the Pension Benefit Guaranty Corporation (PBGC)) designed to collect, process and disclose data and images from over one million Form 5500 series filings submitted each year to Government. The information collected on the Form 5500 allows EBSA to administer Titles I & III of ERISA, allows IRS to administer Titles II & III of ERISA and allows PBGC to administer Title IV of ERISA. EFAST2 also allows these agencies to administer the Pension Protection Act, which includes provisions for the collection and distribution of Form 5500 data to the Government. The EFAST2 system is the primary source

of Form 5500 information used by Government regulators in enforcing ERISA, PPA and related regulations, and is therefore critical in protecting health and retirement benefits of American workers. Note: Annual EFAST2 system Operations and Maintenance services are acquired from a third-party vendor through a fixed-price contract. The FY13 Operations and Maintenance contract is an \$8M fixed-price contract representing a major portion of the total EFAST2 investment funding. System roll-over activities to prepare EFAST2 to process subsequent Form 5500 form years are part of the fixed-price contract. EFAST2 system performance metrics are reviewed on a monthly and quarterly basis to ensure performance and cost compliance.

**2. How does this investment close in part or in whole any identified performance gap in support of the mission delivery and management support areas? Include an assessment of the program impact if this investment isn't fully funded.**

EFAST2 replaced the paper-based EFAST system. EFAST2 addresses the following performance gaps: 1) Reduce the total Form 5500 processing-cycle turnaround time from over 90 days (under legacy EFAST) to 1 day; 2) Accuracy improved to 100% through electronic filing and automated edit checking performed during the filing process, and; 3) Provide real-time access to filing status and public access to submitted filings within one day of their receipt. EFAST2 closes these gaps primarily through mandated electronic filing. Paper-processing was subject to mail correspondence delays, data-capture error, human error, and correspondingly slow processing throughput. EFAST2 improves data quality by electronically prompting filers to correct errors prior to submission. EFAST2 is less costly, more accurate and faster than its predecessor. EFAST2 also allows public and authorized Government users to review portions of filings within 1 day of processing on the internet. Partial funding would threaten the quality, security and availability of the EFAST2 system and its data; and may force the cessation of EFAST2 operations, which would jeopardize enforcement of ERISA and PPA, and disrupt public filing. The EFAST2 processing contract is divided into fixed-price, one-year contract option periods to support the annual release of the Form 5500 Plan Year template. The required work cannot be pared down nor costs reduced in response to a shortfall in funding. The contract requirements are not separately priced and would be difficult to eliminate in pieces. A reduction in funding, then, would affect the EFAST2 program oversight support contractor budgets. These contractors are responsible for providing technical, security, performance analysis, capital planning, and acquisition support to the EFAST2 investment. Funding reductions would negatively impact system security review frequency/quality; diminish quality control analysis of the EFAST2 processing performance; and risk poor quality Form 5500 data, and (ultimately) the Government's enforcement of ERISA and PPA. Note: The EFAST2 E300 yearly funding estimates include funding for contractor activities that span more than one fiscal year. EFAST2 contracts are based on statutorily-mandated Form 5500 series submission dates, and on competitively-priced contract periods. The requirements cannot be broken into activities that begin and end in the same fiscal year.

**3. Provide a list of this investment's accomplishments in the prior year (PY), including projects or useful components/project segments completed, new functionality added, or operational efficiency achieved.**

1) Received, processed and disclosed over one million Form 5500 series filings in support of ERISA and related Regulations. 2) Website data validation maintained high-quality Form

5500 data, thereby reducing filing data errors in the final filing. 3) Delivered over 99.5% of Form 5500 filing data distributions to the partner agencies within 1 day of filing receipt. 4) Improved Contact Center software & automated message scripts - increased the help desk service level - improved the timeliness user-received answers. 5) Successfully developed and issued software release to support the receipt and processing of 2011 Form 5500 schedules and attachments. 6) Post Implementation Review - system was assessed as a success in closing critical performance gaps. 7) Conducted NIST security reviews identifying and mitigating security weaknesses. 8) EFAST2 exceeded the 99% system availability performance standard. 9) Decommissioned the legacy EFAST system - all hardware and software.

**4. Provide a list of planned accomplishments for current year (CY) and budget year (BY).**

CY 1) Receive, process and publically disclose over one million Form 5500 series filings in support of ERISA and related regulations 2) Maintain high-quality Form 5500 data by prompting filers to correct errors prior to submission, thereby reducing and/or eliminating filing data errors in the final filing. 3) Meet or exceed performance standards on Form 5500 filing data distributions to the EFAST2 partnering agencies within one day of filing receipt. 4) Maintain the service level of the EFAST2 system user help desk. 5) Develop and issue EFAST2 software release to allow the system to receive and process 2012 Form 5500 form year schedules and attachments. 6) Conduct NIST-based system security reviews, to identify and mitigate security weaknesses. Exceed the 99% system availability performance standard. 7) Conduct analysis and implement the system changes necessary to allow EFAST2 to receive IPv6 formatted web traffic by September 30, 2012. BY 1) Receive, process and publically disclose over one million Form 5500 series filings in support of ERISA and related regulations 2) Maintain high-quality Form 5500 data by prompting filers to correct errors prior to submission, thereby reducing and/or eliminating filing data errors in the final filing. 3) Meet or exceed performance standards on Form 5500 filing data distributions to the EFAST2 partnering agencies within one day of filing receipt. 4) Maintain the service level of the EFAST2 system user help desk. 5) Develop and issue EFAST2 software release to allow the system to receive and process 2013 Form 5500 form year schedules and attachments. 6) Conduct NIST-based system security reviews, to identify and mitigate security weaknesses. Exceed the 99% system availability performance standard. 7) Begin system hardware and software replacement activities. Terms of this refresh were negotiated in the EFAST2 contract upon initial contract award.

**5. Provide the date of the Charter establishing the required Integrated Program Team (IPT) for this investment. An IPT must always include, but is not limited to: a qualified fully-dedicated IT program manager, a contract specialist, an information technology specialist, a security specialist and a business process owner before OMB will approve this program investment budget. IT Program Manager, Business Process Owner and Contract Specialist must be Government Employees.**

2011-08-31

## Section C: Summary of Funding (Budget Authority for Capital Assets)

1.

Table I.C.1 Summary of Funding

	PY-1 & Prior	PY 2011	CY 2012	BY 2013
Planning Costs:	\$4.2	\$0.0	\$0.0	\$0.0
DME (Excluding Planning) Costs:	\$26.6	\$0.0	\$0.0	\$0.0
DME (Including Planning) Govt. FTEs:	\$4.9	\$0.0	\$0.0	\$0.0
Sub-Total DME (Including Govt. FTE):	\$35.7	0	0	0
O & M Costs:	\$19.7	\$11.7	\$10.4	\$11.2
O & M Govt. FTEs:	\$2.7	\$1.9	\$2.0	\$2.0
Sub-Total O & M Costs (Including Govt. FTE):	\$22.4	\$13.6	\$12.4	\$13.2
Total Cost (Including Govt. FTE):	\$58.1	\$13.6	\$12.4	\$13.2
Total Govt. FTE costs:	\$7.6	\$1.9	\$2.0	\$2.0
# of FTE rep by costs:	49	13	13	13
Total change from prior year final President's Budget (\$)		\$1.1	\$0.4	
Total change from prior year final President's Budget (%)		9.10%	3.50%	

**2. If the funding levels have changed from the FY 2012 President's Budget request for PY or CY, briefly explain those changes:**

The increase in the summary of funding table is due to increased expense related to additional contact center helpdesk personnel needed during peak processing periods (July to October) and to implementation and ongoing maintenance for system usability changes.

## Section D: Acquisition/Contract Strategy (All Capital Assets)

Table I.D.1 Contracts and Acquisition Strategy

Contract Type	EVM Required	Contracting Agency ID	Procurement Instrument Identifier (PIID)	Indefinite Delivery Vehicle (IDV) Reference ID	IDV Agency ID	Solicitation ID	Ultimate Contract Value (\$M)	Type	PBSA ?	Effective Date	Actual or Expected End Date
Awarded		DOLB119332290	DOLJ119332142	1621							
Awarded		<a href="#">DOLB119332425</a>	DOLJ109331319	1621							

**2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:**

The EFAST2 program currently maintains four contracts to support EFAST2 operations and maintenance activities, which commenced in January 2010. These contracts include one firm fixed priced (FFP) contract, and three IDIQ labor hour contracts. The three labor hour contracts are for specialized technical and capital planning support; these contracts require monthly earned value management reporting to the Government. The EFAST2 system is in the operations and maintenance phase of the system development lifecycle, and as such, does not require earned value management reporting. The EFAST2 Program Office, however, continues to conduct cost and schedule monitoring, and reporting. The Program incorporates actual cost and schedule performance data from four EFAST2 contractors into the EFAST2 Performance Measurement Baseline (PMB). The Program provides monthly IT Dashboard updates reflecting updated cost totals and applicable completion status. EFAST2 also participates in the annual assessment review process at DOL that monitors cost, schedule and alignment with DOL strategic and agency mission goals.

## Exhibit 300B: Performance Measurement Report

### Section A: General Information

**Date of Last Change to Activities:** 2012-08-11

### Section B: Project Execution Data

**Table II.B.1 Projects**

Project ID	Project Name	Project Description	Project Start Date	Project Completion Date	Project Lifecycle Cost (\$M)
1025-01	Maintenance - System Rollover: System Rollover Implementation FY11 - 12.	Implementation of System Rollover changes to support processing of revised Form 5500 Plan Year forms.			
1025-02	Maintenance - System Rollover: System Rollover Implementation FY12 - 13.	Implementation of System Rollover changes to support processing of revised Form 5500 Plan Year forms. performance metrics are reviewed monthly and quarterly to ensure compliance.			
1025-03	Contact Center Ramp Up 2011	Train and implement temporary support staff to support peak period demand (July to October 2011).			
1025-04	Contact Center Ramp Up 2012	Train and implement temporary support staff to support peak period demand (July to October 2012).			

### Activity Summary

Roll-up of Information Provided in Lowest Level Child Activities

Project ID	Name	Total Cost of Project Activities	End Point Schedule Variance	End Point Schedule Variance (%)	Cost Variance (\$M )	Cost Variance (%)	Total Planned Cost (\$M)	Count of Activities
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## Activity Summary

## Roll-up of Information Provided in Lowest Level Child Activities

Project ID	Name	Total Cost of Project Activities (\$M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance (\$M )	Cost Variance (%)	Total Planned Cost (\$M)	Count of Activities
		(\$M)	(in days)					
1025-01	Maintenance - System Rollover: System Rollover ImplementationFY11 - 12.							
1025-02	Maintenance - System Rollover: System Rollover Implementation FY12 - 13.							
1025-03	Contact Center Ramp Up 2011							
1025-04	Contact Center Ramp Up 2012							

## Key Deliverables

Project Name	Activity Name	Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days )	Schedule Variance (%)
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NONE



## Section C: Operational Data

Table II.C.1 Performance Metrics

Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	Measurement Condition	Baseline	Target for PY	Actual for PY	Target for CY	Reporting Frequency
EBSA Performance Goal: Enhance pension and health benefit security -- Ratio of criminal cases accepted for prosecution - as % to the total number of criminal cases.	Percent of cases accepted for prosecution	Mission and Business Results - Support Delivery of Services	Over target	67.000000	67.000000		67.000000	Semi-Annual
Increase data accuracy by reducing the number of data entry errors reflected as a % of accepted database filings to total filing receipts.	Percent of valid data	Technology - Technology Costs	Over target	99.900000	99.900000	99.900000	99.900000	Quarterly
Reduce and maintain the average fulfillment time of one day for X% of the Form 5500 competed filing data distributions to agencies and public disclosure offices.	% of Distributions competed in One day	Customer Results - Timeliness and Responsiveness	Over target	99.900000	99.990000	99.999000	99.700000	Quarterly
EBSA Performance Goal: Enhance pension and health benefit security -- Ratio of closed civil cases with corrected fiduciary violations to civil closed cases - as %.	Percent of corrected violations	Process and Activities - Financial	Over target	67.000000	67.000000		1.000000	Semi-Annual
Maintain the percentage of Contact Center calls resolved during the initial call to at least X % of total	Percent of calls resolved on initial call	Process and Activities - Quality	Over target	90.000000	90.000000	96.000000	90.000000	Monthly

Table II.C.1 Performance Metrics

Metric Description	Unit of Measure	FEA Performance Measurement Category Mapping	Measurement Condition	Baseline	Target for PY	Actual for PY	Target for CY	Reporting Frequency
calls received.								
Participant assistance program customer satisfaction Index -- expressed as a percentage of participants and beneficiaries who have contacted EBSA for assistance and were provided satisfactory assistance.	Customer Satisfaction Index	Customer Results - Service Quality	Over target	66.000000	66.000000	66.000000	67.000000	Semi-Annual